

**BY ORDER OF THE COMMANDER,
15TH AIRLIFT WING**



AIR FORCE INSTRUCTION 11-202 VOLUME 2

15TH AIRLIFT WING

Supplement 1

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Flying Operations

**AIRCREW STANDARDIZATION/EVALUATION
PROGRAM**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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Mission: The mission of the 65th Airlift Squadron is to provide global airlift on specially configured C-40B and C-37A aircraft for the Commander, US Pacific Command (CDRUSPACOM); Commander, Pacific Air Forces (COMPACAF); and other HQ USAF taskings.

This chapter defines local procedures to supplement AFI 11-202Vol 2, Aircrew Standardization/ Evaluation Program and the PACAF Supplement to this instruction. It reflects the most recent changes to Air Force, Multi-command, and PACAF instructions and guidance. The 15th Operations Group Commander is the waiver authority for all items in this chapter except where specifically delegated to subordinate authorities. File this chapter directly behind the PACAF Supplement to AFI 11-202Vol 2. The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force.

This instruction requires collecting and maintaining information protected by the Privacy Act of 1974 authorized by Title 37 United States Code (U.S.C.) Section 301a. System of records notice F011 AF XO A, Aviation Resource Management System (ARMS) applies. The Paperwork Reduction Act of 1974 as amended in 1996 affects this instruction.

SUMMARY OF REVISIONS

This document is substantially revised and must be completely reviewed.

9.1. Implementation and Management.

9.1.1. (Added) **Purpose Statement.** The purpose of the Aircrew Stan/Eval Program is to provide commanders a tool to validate mission readiness, the effectiveness of unit flying program, and documentation of individual aircrew member qualifications and capabilities. The 15th Operations Group (15 OG) Stan-

dardization Evaluation (Stan/Eval) Program is in place to ensure the 15th Airlift Wing Commander (15 AW/CC), 15OG Commander (15OG/CC), and 65th Airlift Squadron Commander (65AS/CC) are provided highly qualified aircrews capable of executing the assigned mission safely and efficiently.

9.1.2. (Added) **Applicability.** This chapter defines the 15OG Standardization/Evaluation Program and includes the requirements of AFI 11-401, Flight Management Program, AFI 11-201, Flight Information Publication Program, AFI 11-202 Vol 2, Aircrew Standardization/Evaluation Program, AFI 11-202 Vol 2, PACAF Supplement 1, Aircrew Standardization/Evaluation Program, and other applicable directives. This Chapter applies to all flying personnel assigned or attached to the 15AW, 15OG, or 65AS.

9.1.3. (Added) **Squadron Operating Instructions.** Squadron CCV may develop local Operating Instruction (OI) to implement squadron level CCV programs. These squadron OIs should incorporate all current directives. Squadron CCV related OIs will be approved by squadron CCV Chief and forwarded to OGV. OGV will ensure OIs do not conflict with current AF, PACAF, and 15 AW directives.

9.1.4. (Added) **Recommendations for Changes.** Recommendations for improvement or correction should be submitted to 15 OG/OGV via AF Form 847, **Recommendation for Change of Publication (Flight Publications)**, through the squadron Stan/Eval sections.

9.2. (Added) **Waiver Authority.** 15 OG/CC is the waiver authority for the requirements originating in this

Publication. Requests for waivers will be coordinated through 15 OG/OGV.

9.3. (Added) **Stan/Eval Organization and Manning.** The 15AW Aircrew Stan/Eval Program is organized and manned at the group and squadron level. The 15OG/CC is the final approval authority on manning.

9.3.1. (Added) **OGV Manning.** OGV should be manned with one primary evaluator for each crew position. Pilot manning will be one pilot for each squadron assigned aircraft type (C-37/C-40).

9.3.1.1. (Added) OG/OGV evaluators will be nominated for assignment by SQ/CC and approved by the 15 OG/CC. All nominees should be Flight Evaluator (FE) qualified prior to nomination and be selected from the most qualified instructor/evaluator in their respective crew positions.

9.3.1.2. (Added) OG/OGV flight examiners will ensure wing standardization by conducting squadron staff assistance visits (SAVs), supplementary evaluations, and augmenting squadron flight evaluations.

9.3.2. (Added) **Squadron Manning and Organization.** Squadron Flight Examiner manning should be manned with one primary and no more than two additional duty SEFEs per crew position. Evaluators qualified in both the C-37A and C-40B should serve as an evaluator on both aircraft.

9.3.2.1. (Added) In addition to other requirements, the squadron commander is responsible for the following: establishing a squadron Stan/Eval function (CCV) and designate a chief of Stan/Eval (CCV Chief); provide a suitable facility and access to computer systems capable to support the Stan/Eval function; provide overall guidance and direction to CCV as specified in AFI 11-202, Vol 2.

9.3.2.2. (Added) The Chief of Stan Eval is responsible for the following: administering aircrew flight and EPE evaluations; administer written examinations IAW AFI 11-401, *Flight Management* and AFI 11-202, Vol 2/PACAF Sup 1; provide monthly reporting to OG/OGV IAW this supplement; ensure that monthly Boldface/Critical Action Procedures (CAPs) testing is accomplished by assigned aircrew; manage the squadron Go/No-Go and AF Form 847 programs; and support OG/OGV programs and maintain a CCV

continuity book(s) IAW OG/OGV requirements. This included designating in writing OPRs and OCRs each squadron level program required by this regulation.

9.3.2.3. (Added) All permanently assigned (non-additional duty) squadron Stan/Eval FEs (SEFE) will report directly to and be rated by the Chief of Stan Eval. Additional duty FEs are those FEs assigned to squadron functions other than CCV. Additional duty FEs will be appointed by the SQ/CC, be instructor qualified, and complete the FE upgrade program. Additional duty FEs need not report directly to the SQ/CC or the CCV Chief.

9.4. (Added) **Flight Evaluator Upgrade Procedures.**

9.4.1. (Added) **Prerequisites.** The Operations Group Commander and Squadron commanders identify and certify experienced instructors for flight examiner status. Normally, the squadron commander will nominate proposed evaluators to the upgrade program. Prior to certification as a flight examiner, candidates will accomplish the following:

9.4.1.1. (Added) Complete an in-house examiner orientation covering applicable processes for the respective organization. Orientation should be conducted by evaluator of like specialty and cover all Stan Eval programs. A Stan Eval program guides may be utilized for this orientation.

9.4.1.2. (Added) All non-prior flight examiners should observe at least one qualification/instrument and/or mission flight evaluation (as applicable).

9.4.1.3. (Added) Complete **Attachment 2 (Added)**, *SEFE Training Certificate*, or similar training.

9.4.1.4. Operations Group commander will interview (if possible) all potential evaluators.

9.4.2. (Added) **Certification.** SEFE candidates will be certified as a flight examiner in their designated crew position and aircraft types once the above requisites are completed. Squadron commander will certify all squadron level examiners and Operations Group commander will certify all OG level flight examiners. The effective date of SEFE certification will be the date the certification letter is signed. See **Attachment 1 (Added)** for example Flight Examiner/Evaluator Upgrade letter.

9.5. (Added) **Conduct of Evaluations.**

9.5.1. (Added) **Briefing Requirements.** A thorough pre-brief and debrief are vital components in the evaluation process. The flight examiner will brief the examinee prior to the evaluation on all required evaluation areas using 15 OGV approved Examiner Guides or AFI 11-2MDS Vol 2. Post evaluation de-brief will be conducted by the flight evaluator with requirements found in 15 OGV approved Examiner Guides. OGV will insure all guides comply with AFI 11-202 Vol 2/PACAF Sup1 table 4.1.

9.5.1.1. (Added) Flight commander/flight supervisor should attend all debriefs. Squadron commander, and/or operations officer will attend all debriefs rated less than Q1. The Form 8 will be documented with supervisory attendance IAW PACAF Supplement. Document attendance in remarks section.

9.5.2. (Added) **Requisite Completion.** All evaluation requisites should be completed in the first 3 months of eligibility and prior to the flight phase. If all ground evaluation requisites are not completed within the first 3 months of phase, 65AS/CCV will contact 65AS/DOS and request the individual be entered in CAASS to test as soon as available. The EPE is also a requisite and should be accomplished prior to the flight when possible.

9.5.2.1. (Added) **Ground Requisite Completion.** If the flight evaluation is accomplished prior to completion of all ground requisites, remaining requisites will be completed; 1) by the end of the eligibility

period for In-Eligibility Evaluation, or 2) completed within a 6-month period encompassing the month in which the flight evaluation was accomplished for Out-of-Eligibility period evaluation and realignment is desired.

9.5.2.2. (Added) **Last Month Eligibility.** All flight evaluation will be scheduled prior to the last month of the eligibility period, unless extenuating circumstances dictate otherwise. All last month periodic flight evaluations require 15 OG/OGV notification.

9.5.2.3. (Added) **Flight Publications Evaluation.** Individual flight publications will be evaluated in conjunction with all qualification evaluations. These will be conducted in association with the flight phase of evaluation. The manuals include are all flight publications issued by the unit's Aircrew Flight Manuals Program. AFI 11-215 and associated supplements will be utilized for these evaluations.

9.5.3. (Added) **In-Flight Emergencies.** If an IFE occurs during an evaluation, the evaluator can be utilized as a primary crewmember until successful termination or resolution of the IFE. The primary role of the SEFE during an IFE is to assist the crew as required. The evaluator may grade crew's initial response to any and all emergencies. The evaluation will normally be terminated at the discretion of the SEFE, however, may be re-initiated if the nature of the emergency is determined to be non-critical and the remaining items of the evaluation can be completed safely. Transition will be terminated anytime an emergency is declared and/or encountered.

9.5.4. (Added) **Intervention.** If a SEFE deems it necessary to intervene in the interest of safety, the evaluation may be terminated or continued, at the discretion of the SEFE. SEFE's are required to immediately correct breaches of flying safety or flight discipline during an evaluation (this applies to all crew members). Intervention will not automatically result in an overall grade of Q-3 (unsatisfactory).

9.5.5. (Added) **Evaluation Profiles.** Flight evaluations should be conducted in an orderly sequence. The intent of an evaluation is to observe the examinee while planning and executing a normal mission. Evaluation profiles may be developed and distributed by OGV or 65 AS/CCV for those specific evaluation types deemed necessary. They should be developed to allow for standardization of evaluations and completion of all evaluation requirements. Normally, flight examiners will not interfere with the examinee's performance of duties or change the mission profile in order to evaluate additional tasks.

9.5.6. (Added) **Initial and Requalification Instructor Evaluations.** On initial or requalification instructor evaluations, evaluator should not act as the student unless students are not available. The primary objective is to evaluate the candidate's ability to teach and instruct the student while performing normal aircrew duties.

9.5.7. (Added) **Unqualified Checkride Performance.** All evaluations graded less than Q-1 (Q-2 or Q-3) will be reported to the examinee's commander as soon as practical and to any OGV representative within 24 hours. Squadron commander or their designated representative will brief the OG/CC when any flight evaluation is graded unqualified.

9.5.8. (Added) **Evaluation Documentation.** The flight examiner will log and ensure the accuracy of all ground and flight evaluation requisites. Exam dates and results are entered in the test log located in 65AS/CCV office. Completed flight evaluations are entered in 65AS/CCV Form 8 tracking log.

9.5.8.1. (Added) Complete and document each AF Form 8 IAW AFI 11-202 Vol 2, Chapter 9 and 15 OGV Form 8 Guide. A draft form 8 will be used as a temporary evaluation certificate for the flight evaluation and will be placed in the examinee's FEF until AF Form 8 routing is complete.

9.5.8.2. (Added) The SEFE administering the evaluation will use the 65 AS Form 1, *AF Form 8 Coordination Sheet*. Evaluators will ensure ARMS is updated. For ARMS purposes, for those certifications that do not generate an AF Form 8, a copy of the 65AS/CCV Form 4 will be used as supporting documentation for entry into 65 AS Letter of X's. Qualifications/certifications that do generate an AF Form 8 will be documented on the 65AS/CCV AF Form 1522 for entry into ARMS.

9.5.9. (Added) **Dual Qualified Evaluation.** For those individuals authorized dual qualified status, an initial checkride (INIT) must be performed in each aircraft. The following rules will be followed:

9.5.19.1. (Added) First aircraft type evaluation will set recurring flight evaluation eligibility zone. Secondary aircraft initial qualification evaluation will not reset recurring evaluation due date.

9.5.9.2. (Added) Initial dual qualification evaluation (first recurring evaluation) will be given within eligibility zone of first aircraft type qualification.

9.5.9.3. (Added) Flight phase of evaluation will be conducted in only one aircraft type. EPE evaluation will include question and emergency procedures from all aircraft qualified in.

9.5.9.4. (Added) A dual qualified evaluator will conduct all dual qualification evaluations (flight and EPE).

9.5.9.5. (Added) Open and closed book testing will be accomplished for each aircraft type (and instructor exam if applicable). If previous initial qualification testing was conducted within dual qualification eligibility period, it may be counted for dual qualification evaluation.

9.5.9.6. (Added) Dual qualification evaluation will generate a new 17-month eligibility zone. The next periodic/recurring evaluation will be conducted within this eligibility period. The flight evaluation will normally alternate between aircraft qualification types.

9.5.10. (Added) **Simulator Evaluations.** Mission (MSN), qualification (QUAL), instrument (INSTM), and instructor (INSTR) evaluations may be conducted in the simulator. Evaluator will ensure all requisites are met.

9.5.11. (Added) **Emergency Procedures Evaluation (EPE).** OGV will develop evaluation profiles to be utilized to meet requirements of EPE. A minimum of one boldface (if applicable) and one non-boldface EP per phase of flight (i.e., start/taxi, takeoff, cruise, and landing). Evaluate aircraft systems knowledge and general knowledge related to the type of evaluation (MSN, INSTR, or QUAL). EPE may be conducted using crew concept and may be written, oral, or conducted in the simulator.

9.5.11.1. (Added) EPE may be accomplished in the simulator. Evaluator will ensure all requirements of EPE are pre-briefed and accomplished.

9.5.11.2. (Added) For Pilots and FEs, a minimum of one boldface (if applicable) and one non-boldface EP per phase of flight (i.e., start/taxi, takeoff, cruise, and landing) will be evaluated.

9.5.11.3. (Added) EPEs for other crew positions will include, but are not limited to: emergency procedures (i.e. ditching, rapid decompression, ground evacuation), applicable systems operations, and emergency equipment.

9.5.11.3.1. (Added) EPE evaluations can be accomplished in-flight for CSOs and FAs. This should only be accomplished during non-critical phases of flight and should be discontinued if crew duties are necessary.

9.5.12. (Added) **No-Notice Evaluation Program.** A no-notice evaluation is defined as an evaluation where the examinee is notified at such time that preparation beyond that which is normally accomplished for flight is not possible. No-notice evaluations can be directed by 15OG/CC, 65AS/CC, 15 OGV Chief or 65AS/CCV Chief. All no-notice evaluations will be coordinated with the 65AS/CC/DO.

9.5.12.1. (Added) Squadron annual no-notice goals are 10 percent for each crew positions. This percentage should be distributed across aircraft types. No-notice evaluations can be expected for newly upgraded crewmembers and less than Q-1 initial/recurring evaluations. No-Notice EPE may be conducted at any time. No-notice evaluations will not be used for initial or upgrade qualification evaluations.

9.5.12.2. (Added) Evaluator will not change the mission profile in order to evaluate a specific area. However, for local missions, the evaluator may direct a specific maneuver/item if the maneuver has been determined to be a weak area or trend. An AF Form 8 will be completed on all no-notice flight evaluations, regardless of how many areas were evaluated.

9.5.12.3. (Added) A no-notice evaluation administered in or out of eligibility phase may fulfill recurring evaluation requirements, provided all in-flight and ground requisites are completed IAW AFI 11-202 Vol 2 and the PACAF Supplement 1.

9.5.13. (Added) **FE Objectivity Evaluations.** OG/OGV's goal is to conduct a minimum of one FE objectivity evaluations per semiannual period. Priority will be given to new flight evaluators. Senior evaluator will utilize FE Objectivity Evaluation Guide produced by OGV.

9.6. (Added) **Flight Evaluation Folder.** Individual FEFs will be maintained IAW AFI 11-202, Vol 2 and PACAF Supplement 1. The CCV Chief will be the OPR for FEFs of all assigned and attached personnel. OGV FEF/AF Form 8 guide should be used to maintain FEF folders IAW current directives.

9.6.1. (Added) **Initial and Annual Review.** Unit will perform and initial FEF review for all newly assigned or attached for flying crewmembers and annotate review on AF Form 942. An annual review will be accomplished in December of each year and annotated on AF Form 942. See section 9.8. of this instruction for documentation of review.

9.6.2. (Added) **Discrepancies.** FEF discrepancies, including AF Form 8 discrepancies, are categorized as "Major" or "Minor" and defined in AFI 11-202 Vol 2. A minor discrepancy is one that does not change the intent of any document within the FEF. These discrepancies may be kept on a unit-designed tracking form within the FEF. Keep these forms on the inside left of FEF under the AF Form 942 (below AF Form 1381 if present). These forms will be removed prior to transfer of FEF.

9.6.3. (Added) **AF Form 8, Certificate of Aircrew Qualification.** The AF Form 8 will be completed IAW directives and the 15 OG/OGV AF Form 8 Guide and FEF Guide.

9.6.3.1. (Added) **Draft AF Form 8.** An AF Form 8 should be initiated as soon as possible (within 3 days) of any evaluation. Upon completion of AF Form 8, evaluators will place a draft in the FEF until the final document is completed. AF Form 8 review and processing will be in accordance with 65 AS Form 1 coordination sheet. Completion should not exceed 60 days from the last requisite completion date.

9.6.3.1.1. (Added) The draft AF Form 8 will have the following minimum information: examinee, examiner, type evaluation, qualification level, and date completed; list any discrepancies by area/subarea, any restrictions, any additional training and any additional training due dates; must be signed and dated by the flight examiner completing the evaluation.

9.6.3.2. (Added) **Boldface/CAPs Documentation.** Boldface/CAPs evaluation grades will be recorded as a separate entry on the ground phase portion of AF Form 8. This will be graded as a 'Q' (qualified) or 'U' (unqualified). Enter failed Boldface/CAPs with successful re-accomplishment as follows: U/Q.

9.6.3.3. (Added) **Simulator Evaluation Documentation.** For flight evaluations conducted in simulator/ATD, ensure "SIM" prefix is placed in the flight phase of AF Form 8. This will precede the evaluation type (example SIM MSN/INSTR/QUAL).

9.6.3.4. (Added) **OGV Review.** Completed AF Form 8 will be reviewed by 15 OG/OGV prior to routing for signatures. Evaluator will place "15 OG/OGV _____" at the end of the AF Form 8 remarks section under "Additional Reviews." OG/OGV will document the review by initialing. The 15 OG/OGV reviewer does not have authority to "non-concur" with an AF Form 8 and will initial the review as a certification of proper format. Discrepancies in accuracy or content will be noted. If unresolved, they will be brought to the attention of the 15 OG/OGV Chief for action.

9.6.3.5. (Added) **Additional Training.** The evaluator who administered the evaluation will monitor additional training. The evaluator will brief the Chief of Stan/Eval and Chief of Training Flight on training requirements and utilize *Restrictions/Corrective Actions Letter* found at [Attachment 4 \(Added\)](#). Additional training will be conducted by 65AS/DOT and recommended for re-evaluation.

9.6.3.5.1. (Added) Additional training must be completed by the end of the second month after the date of the first failure (for an evaluation on 5 May 01, additional training due 31 Jul 01). Completion date will be placed on AF Form 8.

9.6.3.5.2. (Added) Additional training may be conducted during evaluation debrief by FE if it is determined that a reevaluation is not warranted. Document this in the "examiner remarks" section of AF Form 8 under "recommended additional training" area. (example -- 1. Flight. Examinee will review all aspects of go-around procedures to include boldface, with qualified IP. Evaluator accomplished additional training during evaluation debrief to satisfy requirements.)

9.6.4. (Added) **AF Form 942, Record of Evaluation.**

9.6.4.1. (Added) **Review Annotation.** Annotate initial and annual reviews adding a one-line entry on AF Form 942. Type of evaluation block: will be "INITIAL REVIEW" or "ANNUAL REVIEW". Date Completed: date review was completed. Qualification Level: leave blank for all reviews.

9.6.5. (Added) **AF Form 1381, USAF Certification of Aircrew Training.** AF Form 1381 from other MAJCOMS/units may be retained in FEF to ensure a record of crewmember certification/qualification is kept. 15 AW units may utilize this form to documenting additional certifications and special qualifications not documented on AF Form 8.

9.6.5.1. (Added) **Placement.** This document will be placed under the AF Form 942 on the inside left of FEF. Additional certifying documentation will not be maintained in FEF.

9.6.6. (Added) **Computer Generated Forms.** The use of computer-generated forms is authorized. When replicating forms such as AF Form 942, ensure all previous entries are retained. For AF Form 1381, include an actual signature from the most recent Approving/Certifying Official. For all previous entries, the actual signature will be lost.

9.7. (Added) **Trends Program.**

9.7.1. (Added) **Administration.** The squadron CCV Chief will appoint a trends officer/NCO to manage the squadron trends program. The trends officer/NCO will ensure all discrepancies from flight evaluations, emergency procedures evaluations, and written examinations are recorded and tracked.

9.7.2. (Added) **Trend Identification.** A trend will be defined as:

9.7.2.1. (Added) A discrepancy rate from a flight, simulator, and/or EPE evaluation that exceeds 15 percent within the same graded area. This includes portions of evaluations that are similar to different aircraft or crew positions. For the period in question, the calculation will be: [number of evaluations with discrepancies in the same area] divided by [number of evaluations which evaluate the area in question]. EXCEPTION: Due to the small sample size associated with the 65 AS, three or more evaluations with discrepancies in the same area constitutes a trend. Discrepancies identified by the same pilot team in the same area are counted as a single discrepancy for trends analysis purposes.

9.7.2.2. (Added) Fifteen percent or more of questions missed within a similar topic. Similarity is determined by the squadron CCV Chief and may be aligned to evaluation-graded areas (if applicable) or based on similarity of subject matter.

9.7.2.3. (Added) Any identified area that squadron CCV Chief determines is a weak or trend area through inputs from instructor base or DOT Chief.

9.7.3. (Added) **Time Period.** Data collection is a continuous process, and trend analysis will normally be conducted on a floating 6-month period. The floating 6-month window allows for early identification of trends and appropriate action plans. Discrepancies from a single month may not warrant identification of a trend because of sample size. However, a trend may be identified when 1 month's data is compiled with data from the previous 5 months. For example: if the reporting month is December, discrepancies/ trends for December will be identified as well as trends that may have developed with the compilation last 5 months of data. The squadron CCV Chief must use caution to ensure the small sample size does not inappropriately generate a trend. If this occurs, the 15 OG/OGV Chief will make the determination taking into account similar-area discrepancies.

9.7.4. (Added) **Trend Reporting.** Trends identified will be forwarded to OG/OGV via monthly reporting unless more timely action is required. Squadron will work with the OGV to develop realistic and effective courses of action to correct/stop trends and include them in the monthly report. All trends, squadron and group, will be assigned a tracking number by OG/OGV. OG/OGV will identify group trends via FCIF, SII, and/or SEB. The status of each trend will be reported at the SEB until rescinded. For trends developing early in the semiannual period, the OG/OGV Chief will not delay action for the SEB to initiate corrective action. Each trend must be formally closed, either by FCIF rescission, letter, or SEB briefing.

9.7.5. (Added) **Informal Trends Identification.** Feedback provided by crewmembers, squadron supervisors, instructors, and evaluators on day-to-day missions, instructional sorties, ground training sessions, and evaluations may identify and weak areas before they become formal Stan/Eval trends. Squadron operations officers will continually evaluate feedback received to highlight any trend or weak area using similar criteria. Any trend or weak areas identified in this manner will be forwarded to squadron CCV for analysis and possible inclusion in the Stan/Eval trends program.

9.8. (Added) **Aircrew Examination Program.** Unit testing will be IAW AFI 11-202, Vol 2/PACAF Sup 1.

9.8.1. (Added) **Testing Location.** 65 AS will maintain a unit testing room with access to required publications, adequate privacy for individual testing, and provide test monitors. This testing area will normally

be within the CCV office. If needed, 15 OGV may monitor examination in the OGV office on a case-by-case basis. Senior officers (Colonel or above) may accomplish aircrew examination away from unit testing area and accomplishing exam(s) in a reasonable timeframe.

9.8.2. (Added) **Master Question File (MQF) and Secure Question Bank (SQB).** All formal and informal examinations for each aircrew specialty and aircraft type will be developed from open book secure question banks (SQBs) and closed book master question files (MQF). MQFs may be distributed to aircrew members for study purposes.

9.8.2.1. (Added) Updates. The SQBs and MQFs are reviewed and updated annually by OGV or when deemed necessary due to publication updates. The OG/OGV will develop local questions to supplement the MQF from lead MAJCOM. Individual crewmembers may bring discrepancies found in MQF to unit CCV or OGV for evaluation and/or correction.

9.8.2.2. (Added) Sources. Sources for SQB and MQF questions are found in [Attachment 5 \(Added\)](#).

9.8.3. (Added) **Testing.** Squadron CCV will develop unit open and closed book examination from OGV provided SQBs and MQFs (as applicable).

9.8.3.1. (Added) IRC Testing. IRC testing may be administered by unit training function. Test development may be assigned to the Training Section or CCV and should include specific questions regarding unit assigned aircraft systems. Develop IRC test IAW AFMAN 11-210, *Instrument Refresher Course Program*. IRC course should be completed prior to taking examination.

9.8.3.2. (Added) Open Book Testing. Open book exams for each aircrew specialty will consist of at least 40 questions computer generated from the SQB. In addition, each open book exam will contain at least 15 additional questions computer generated from the instructor SQB. SQB questions are developed from sources found in [Attachment 5 \(Added\)](#).

9.8.3.3. (Added) Closed Book Testing. Closed book exams for each aircrew specialty will consist of at least 40 questions computer generated from the MQF. Closed book examinations will also include a separate boldface test if applicable. Questions are developed from sources found in [Attachment 5 \(Added\)](#).

9.8.3.3.1. (Added) Individuals are required to complete closed book examinations without interruption. If the individual has to depart prior to completion of the exam, all unanswered questions will be graded incorrect (N/A for senior officers). Boldface/CAP will be evaluated through a written examination as a requisite to all periodic Qualification Closed Book exams. Aircrew members failing a Boldface/CAPS or closed book exam will not fly as crewmembers until a successful reexamination is accomplished.

9.8.3.4. (Added) Boldface/CAPS. CCV Chief will ensure monthly Boldface/CAPS exams are completed and documented for all applicable crewmembers to include TDY aircrew. Exams must be successfully accomplished before the first flight of every month. CCV will inform appropriate supervisor and SQ/DO of any testing failures using [Attachment 4 \(Added\)](#). Any crewmember that fails a monthly Boldface/CAPS exam will be grounded until successful completion. A suitable study period of at least 1 day is required prior to retest (waiver authority is SQ/CC). CCV Chief will establish written policy for grading monthly Bold-face/CAPS exams. Grading may be performed by any SEFE.

9.8.3.5. (Added) Unit Periodic Examinations. Testing will be conducted semi-annually, but may be administered more frequently (as needed) in order to reflect changes in directives or regulations. These exams may be open book and are manually constructed from sources that include, but are not limited to, the references listed in [Attachment 5 \(Added\)](#). The intent is to test 100% of assigned and attached aircrew members. The exam will be a minimum of 25 questions and may be developed by OGV.

9.8.3.6. (Added) **Flight Surgeon Examination.** Flight surgeon exams will contain at least 40 questions. Flight Surgeons will complete an aircrew examination every 17 months for each aircraft assigned to their home station in which they wish to fly as an aircrew member. The 65 AS may design one examination to cover all unit assigned aircraft and administer this evaluation to any/all flight surgeons wishing to fly on unit aircraft. Document accomplishment of evaluation in ARMS. Flight surgeons who fly as aircrew members on off-station aircraft, or who fly as aircrew members while in a TDY/deployed status, must have been qualified and flown in the aircraft type within the previous 17 months, or complete a written exam before the flight, or obtain emergency procedures training prior to flight from the pilot in command or from a current and qualified instructor. Pilots in command will certify training and qualification on the AFTO form 781 extract IAW current directives. Documentation of prior qualification and aircraft flights is an individual aircrew member responsibility.

9.9. (Added) **Stan/Eval Board.** The SEB will be the primary method of transfer and discussion of information concerning standardization and evaluation topics.

9.9.1. (Added) **Timing and Composition.** OG/OGV is OPR for the semiannual Stan/Eval Board (SEB). The SEB will be completed NLT 30 calendar days after the end of the semi-annual period (periods end 30 June and 31 December), unless primary board members are not available. Mandatory members of the board are: 15 OG/CC, 15 OG/OGV, and 65 AS/CC/CCV. The following are encouraged to attend: 15 OG/CD, 15 AW/SEF, squadron DOs, and all other evaluators.

9.9.2. (Added) **Notification.** No later than 2 weeks prior to the board, each board member will be notified of the time, location, proposed agenda, and any open items requiring corrective action from the last board. Attendees are encouraged to request additional topics to include in new business.

9.9.3. (Added) **SEB Data.** OG/OGV will compile squadron monthly report data into a single comprehensive report in preparation for the SEB. This report will be provided to unit CCVs NLT 5 duty days prior to the SEB for confirmation. A copy of the final SEB slides will be provided to the unit CCV NLT 1 duty day prior to the SEB. CCV Chief is responsible to ensure these reports are provided to their commanders.

9.9.4. (Added) **SEB Minutes/Reports.** OGV will complete SEB minutes and distribute these minute to all concerned parties. SEB minutes will be forwarded to HQ PACAF/DOTV within 30 days.

9.10. (Added) **Stan/Eval Monthly Report.**

9.10.1. (Added) **Purpose.** Monthly reporting provides critical data to 15 OG/OGV and OG/CC for a variety of programs to support standardization, employment effectiveness, flight safety, and supervisory oversight. Reporting also serves to advise the SQ/CC, SQ/DO, and appropriate squadron staff agencies of data collected by Stan/Eval processes.

9.10.2. (Added) **Timing.** SQ/CCV will generate monthly reports certified by the CCV Chief. The report will be submitted in entirety to SQ/CC, SQ/DO and 15 OG/OGV. Applicable portions of the report may be submitted to appropriate squadron staff agencies at the discretion of the SQ/CC or SQ/DO. **Suspense to 15 OG/OGV is NLT 7 duty days after the end of each month.**

9.10.3. (Added) **Format.** Format for monthly report is in [Attachment 6 \(Added\)](#). Entries not applicable, not in compliance, or attached will be indicated as such. The intent of this informal format is to ease the workload of CCV by allowing products of existing processes to be attached to the cover page.

9.10.3.1. (Added) **65AS Letter of Xs.** The letter of Xs is a locally generated spreadsheet that combines qualifications and certifications into one document. This document will be used for information purposes only and will be included with the monthly report.

9.11. (Added) **Supplementary Evaluation Program.** Supplementary evaluations are administrative tools to be used by the commander to identify and evaluate implemented solutions to operational problems. OG/OGV will serve as OPR for OG-level supplemental evaluation program. OGV Chief may request squadron FEs to serve on supplemental evaluation team. Units will be given a minimum of 30 days notice. OG/CC may direct no-notice supplementary evaluation (30 day notice will not be given).

9.11.1. (Added) **Grading.** Grading will be based on a five-tier rating: Outstanding, Excellent, Satisfactory, Marginal, and Unsatisfactory. Units receiving a Marginal or Unsatisfactory rating will require a re-evaluation. If a re-evaluation is required, units will be given an additional 30-day notice. Extensions to this 30-day period will be coordinated with OG/OGV.

9.11.2. (Added) **Evaluation Reporting.** A written evaluation report will be forwarded through the 15 OG/CC/CD, the unit CC, and the unit CCV. Findings noted during the evaluation will be assigned a 15 OG/OGV tracking number. A unit POC will be assigned to correct the discrepancy and reply to OG/OGV via monthly reporting. Once the discrepancy has been cleared, the tracking number will be closed.

9.11.3. (Added) **Evaluation Topics.** Evaluation topic will be limited to OGV directed Stan Eval programs and squadron IRC program. OGV will inform squadron of specific areas to be evaluated.

9.11.4. (Added) **In-flight Supplemental Evaluations.** OG/OGV will serve as OPR for any OG/CC directed in-flight supplementary evaluations. Squadron commanders may direct in-flight supplementary evaluations within the squadron. Squadron CCV will notify OG/OGV of the evaluation topic, and report results in the monthly report.

9.12. (Added) **Aircrew Flight Manuals Program.** CCV Chief will appoint an Officer or NCO assigned to the additional duty of Flight Manuals Control Officer for each aircraft type. The FMCO serves as the single point of contact for distribution to all squadron and attached flyers. FMCO will issue appropriate publication and changes to OGV as required. Wing and group commanders will have their publications delivered and posted by the FMCO.

9.12.1. (Added) **Control and Distribution.** Squadron will determine the contents of individual aircrew flight manuals requirements and distribute accordingly. The initial issue of all flight publications will be annotated on the reverse side of the PACAF Form 329, FCIF card. Upon receipt of a flight manual or publication change, FMCO will forward appropriate copies of changes/revisions to OGV for review and official release. OGV will initiate a release through issuance of a FCIF. Unit will develop specific procedures for accurate and timely distribution.

9.13. (Added) **AF Form 847 Recommendation for Change of Publication Program.** OGV is OPR for the overall management and squadron Stan Eval is OCR for the AF Form 847 Program. The objective of this program is to provide crewmembers with an avenue to submit changes to flight publications. All AF Form 847s will be reviewed at the squadron level and forwarded to OGV for evaluation and processing. OGV will either returned to unit Stan Eval or forwarded to PACAF/DOTV for further action. All pending 847s will be reviewed once per quarter until closeout. Outstanding 847s will be reported in the SEB. Copies of all forwarded AF form 847s are kept on file until final disposition.

9.14. (Added) **Flight Crew Information File (FCIF).** OGV is responsible for the overall management of the FCIF program. The FCIF Monitor will maintain FCIF Volume I through IV. The FCIF will consist

of a minimum of four volumes. If the contents of any volume exceed the capacity of its binder, use an additional binder and identify the first and subsequent binders by a letter sequence (e.g., IIIA, IIIB). The FCIF program will be maintained IAW AFI 11-202 Vol 2 and PACAF supplement.

9.14.1. (Added) **FCIF Volume I.** Volume I consists of a minimum of three parts including: Part A, Index (a table of contents listing all material contained in all FCIF volumes); Part B, Safety of Flight (safety of flight information and information designated by the MAJCOM/DO or OG commander as required to be read before flight); and Part C, General Read File (publication changes, policy notices, etc). Lengthy documents should be summarized or salient points highlighted to avoid overwhelming aircrews. Use Part C to provide current operations guidance that is neither critical nor required to be read before flight.

9.14.1.1. (Added) **FCIF Development.** FCIF Part B and C items will be prepared OGV, reviewed by 15 OGV Chief (or Deputy Chief), and forwarded to the 15OG/CC (or 15OG/CD) for signature. If time-critical, the 15 OG/CC may authorize the release of an FCIF via telephone consultation. In this case, place the releaser's initials, date, and time of the telephone approval in the approval block. Withdrawal dates may be listed as "Indefinite" or revert after initial suspense date has passed. Squadron may forward concern and/or FCIF items for development and authorization if it determines operational necessity. All aircrew members will review contents of any newly released FCIF Part B prior to next flight. They will acknowledge review by initializing and dating PACAF Form 329.

9.14.2. (Added) **FCIF Distribution.** OG/OGV maintains a master Flight Crew Information File (FCIF) according to AFI 11-202V2, and will provide an updated index to the squadrons as required. OGV will distribute all FCIF Part B and C to squadron Stan Eval via e-mail. These FCIF items must be posted by the date indicated on the FCIF. FCIF items will remain posted until rescinded, removed after an expiration/withdrawal date or incorporated into the Flight Crew Bulletin (FCB) or other appropriate publication. OG/OGV will distribute FCIFs and Special Interest Guides to all appropriate agencies.

9.14.3. (Added) **Off-station Crew Notification.** Squadron CCV Chief will ensure all off-station aircrew members are made aware of newly released Part B FCIFs. This will be done via fax to HQ PACAF AMOCC to be included in next crew package, via fax to aircraft or crew, by telephone message, or through command post call back (or any other means available). Do not interrupt crew-rest to accomplish.

9.14.4. (Added) **FCIF Review.** All aircrew members will accomplish an initial review prior to first flight on 15 OG aircraft. All aircrew members will accomplish an annual review of the FCIF Volume I,

Parts B and C in the month of January. CCV Chief will ensure all aircrew members document annual review on the PACAF Form 329 with the entry "Annual Review." Visiting aircrew members flying on 15 OG aircraft will review local FCIFs and indicate review on flight orders.

9.14.5. (Added) **FCIF Volumes II through V.** Contents will be specified in the Part A, Table of Contents. It will list the mandatory items IAW AFI 11-202, Vol 2/PACAF Sup 1 as appropriate for each MDS.

9.15. (Added) **GO/NO-GO Procedures.** The SQ/CC is responsible for the implementation of this program.

The CCV Chief (or his/her designee) will manage the squadron Go/No-Go program and document all procedures of their program in their continuity book or local operating procedure (OI). Crewmembers will not fly without a Go status. The CCV Chief is the OPR for ensuring both on-station and TDY crewmembers meet Go/No-Go requirements. The CCV Chief is responsible for ensuring off-station aircrews are provided FCIF information to satisfy Go/No-Go status before their next takeoff (see paragraph **9.14.3. (Added)**). The CCV will conduct monthly spot checks to verify compliance and report accomplishment

and findings in monthly report. Additionally, any findings of noncompliance require immediate notification to appropriate supervisor, operations officer, and SQ/CC.

9.15.1. (Added) **GO/No-GO Required Items.** The following items are mandatory: FCIF Vol 1, Part B, Annual Flight Physical, Physiological Training, Duty Not Including Flying (DNIF) Status, and Boldface/Critical Action Procedures (CAPs) Testing. Squadrons will develop a method to prevent DNIF crewmembers (including those DNIF from immunizations, dental work, etc.) from flying.

9.16. (Added) **In-flight Guides.** OG/OGV is the OPR for in-flight guides. All in-flight guides will be approved for flight use by 15 OG/OGV.

9.17. (Added) **Additional Evaluation Requirements.** Additional evaluation requirements and criteria for evaluations are found in local supplement to AFI 11-2SAM Volume 2 (or equivalent).

Attachment 1 (Added)**FLIGHT EXAMINER/EVALUATOR UPGRADE LETTER.**

MEMORANDUM FOR 15 OG/OGV (Aded).
65 AS/CCV

FROM: 65 Airlift Squadron (Aded).

SUBJECT: Flight Examiner (FE) Nomination and Certification(Added).

1. (Name, Rank) has been nominated to be a flight examiner and has completed all requirements to upgrade to Flight Examiner/Evaluator in their respective crew position, IAW AFI 11-202 Vol 2 and associated supplements. I certify the above individual as a MDS/Crew position flight examiner.

LANCE J. LINDSLEY, Lt Col, USAF
Commander, 65th Airlift Squadron Stan Eval

(included for for OG level certification) (Added).

1st Ind, 65 AS/CC

MEMORANDUM FOR 65 AS/DO(Added).
/DOM
/CCV
15 OG/OGV
/IN TURN

Approved/Disapproved

JEFFERY L. FRASER, Colonel, USAF
Commander, 15th Operations Group

Attachment 2 (Added)

SEFE UPGRADE CERTIFICATION.

(Added). A. Instructional Review (Self Study)

- Review AFI 11-202 V2
- Review PAC SUP to AFI 11-202 V2
- Review Local Ch 9 to AFI 11-202 V 2
- Review AFI 11-2SAM V2

(Added). B. Program Review (Accomplish with a Stan/Eval Instructor)

- Review Stan/Eval Continuity Book
- Review Crew Specialty Continuity Book
- Review all Stan/Eval Program Binders

- FEF Program
- Form 8 Guide
- Trends Program
- Semi-Annual Testing
- FCIF Program
- Supp Eval Program
- Special Interest Items Program
- 847 Program

(Added). C. Administrative Review (Accomplish with a Stan/Eval Instructor)

- Read File
- Evaluation Scheduling
- Conduct of Evaluations
- Ground Phase (Tests, EPE, Pubs Checks)
- Flight Phase Requirements
- Checkride Briefing Requirements
- Review Checkride Grading Form and Procedures
 - Grading Criteria
 - Trends Data Collection
- Administration, Grading, Logging, Trending, and Filing of Exams
- AF Form 8 Procedures
- Checkride Administration Forms
- No-Notice Checkride Procedures
- Review 65 AS/CCV Form 1, 2, and 3 Procedures
- Additional Training Procedures
- Quality Review and Signatures Process
- CCV Chief Briefing

(Added). _____ HAS BEEN TRAINED IN SEFE DUTIES AND RESPONSIBILITIES.

(Added). COMPLETED: _____ OG/CC INTERVIEW:

STAN/EVAL INSTRUCTOR / DATE

(Added). SEFE OBJECTIVITY (IF REQUIRED): _____
EVALUATOR / DATE

(Added). CERTIFIED: _____
SQUADRON COMMANDER / DATE

Attachment 3 (Added)**REVIEWING AND APPROVING OFFICER MATRIX**

<u>(Added). Examinee</u>	<u>Reviewing Officer</u>	<u>Approving Officer</u>
(Added). Squadron	CCV Chief (or Deputy)	Squadron Commander
(Added). Flight Commander	CCV Chief (or Deputy)	Squadron Commander
(Added). Attached Personnel	CCV Chief (or Deputy)	Squadron Commander
(Added). Squadron Ops Officer	Squadron Commander	Ops Group Commander
(Added). Squadron Commander	Deputy Ops Group Commander	Ops Group Commander
(Added). OGV Personnel	Squadron Commander	Ops Group Commander
(Added). Deputy Ops Group Commander	Attached Squadron Commander	Ops Group Commander
(Added). Ops Group Commander	Attached Squadron Commander	Wing Commander
(Added). Wing Commander (or CD)	Attached Squadron Commander	Ops Group Commander
(Added). NAF Commander or higher	Ops Group Commander	Wing Commander

(Added). Note 1: The flight examiner will not be the reviewing or approving officer on any evaluation they have administered. In this case, elevate the reviewing/approving officer to the next higher level in the examinee's flying chain of command. For example, the reviewing and approving officers for an attached crewmember assigned to the 15 OSS whose evaluation was given by the CCV Chief would be the squadron commander and group commander.

(Added). Note 2: The reviewing and approving officer will not be the same person.

(Added). Note 3: Reviewing and Approving Officers will not sign the AF Form 8 until completion of additional training and all additional requirements are met.

(Added). Note 4: OGV Chief will make final determination on reviewing and approving officials not addressed by this matrix.

Attachment 4 (Added)**RESTRICTIONS/CORRECTIVE ACTION LETTER.**

DATE

(Added). MEMORANDUM FOR 65 AS/CC/DO/DOT
 (SUPERVISOR)
 (MEMBER)

FROM: 65 AS/CCV

SUBJECT: Crewmember Restrictions/Corrective Action Required

(Added). 1. This is to inform you that (Name, Rank) is restricted/requires corrective action due to unsatisfactory performance/additional training assigned/incomplete accomplishment of:

<u> </u> Boldface Exam	(will not fly until successful re-exam, NET 1 day after failure)
<u> </u> Closed Book Exam	(supervised status until successful re-exam after sufficient study period)
<u> </u> Open Book Exam	(supervised status until successful re-exam after sufficient study period)
<u> </u> Periodic Exam	(supervised status until successful re-exam after sufficient study period)
<u> </u> Instrument Exam	(supervised status until successful re-exam after sufficient study period)
<u> </u> EPE	(see following paragraphs for restrictions/corrective actions)
<u> </u> Qualification Flight Eval	(see following paragraphs for restrictions/corrective actions)
<u> </u> Instrument Flight Eval	(see following paragraphs for restrictions/corrective actions)
<u> </u> Mission Flight Eval	(see following paragraphs for restrictions/corrective actions)
<u> </u> Instructor Flight Eval	(see following paragraphs for restrictions/corrective actions)

(Added). 2. Restrictions:

(Added). 3. Corrective action requirements and due dates: _____

(Added). *(see reverse for discrepancies and additional training requirements)*

Successful Recheck Due:
 Other Corrective Actions Due:

(Added). 4. Lists discrepancies and additional training requirements in detail. Flight commander/supervisor will notify CCV in writing when corrective actions are completed. A copy of this letter will be posted in the individual's FEF and training folder until closed.

(Added). Flight Examiner

(Added). 1st Ind, Supervisory Review

MEMORANDUM FOR SQ/CCV

I have reviewed this letter and will ensure corrective action is successfully completed within the time prescribed.

Flight Commander/Supervisor

Attachment 5 (Added)

A5.1. (Added) Open Book Examinations. Open book exams for each aircrew specialty will consist of at least 40 questions computer generated from the SQB. In addition, each open book exam will contain at least 15 additional questions computer generated from the instructor SQB. SQB questions are developed from the following sources:

- C-37/GV Air Operations Manual
- C-37/GV Operating Manual
- C-37/GV Performance Manual
- C-37/GV Quick Reference Handbook
- C-37/GV Weight and Balance Manual
- C-37/GV Ground Handling and Service Handbook
- C-37/GV Communications System Operators Handbook
- C-37/GV Cabin Crew Manual
- C-40 Airplane Flight Manual
- C-40 Flight Operations Manual
- C-40 Flight Planning and Performance Manual
- C-40 Quick Reference Handbook
- C-40 Communications System Operator's Manual
- C-40 Cabin Crew Quick Reference Handbook
- AFI 11-202 Vol 1, Aircrew Training
- AFI 11-202 Vol 3, General Flight Rules
- AFI 11-401, Flight Management
- AFMAN 11-217, Vols I and II, Instrument Flight Procedures
- AFMAN 36-2236, Guidebook for Air Force Instructors
- AFI 11-2SAM Vol 1, Special Air Mission (SAM) Aircrew Training
- AFI 11-2SAM Vol 3, Special Air Mission (SAM) Operations Procedures
- 15 ABWI 11-101, Incentive/Familiarization/Spouse Orientation Flight Program
- Flight Information Handbook (FIH)
- Flight Information Publications (FLIP)
- Foreign Clearance Guide (FCG)

A5.2. (Added) Closed Book Examinations. Closed book exams for each aircrew specialty will consist of at least 40 questions computer generated from the MQF. Closed book examinations will also include a

separate boldface test if applicable. Flight surgeon exams will contain at least 40 questions and will be documented in ARMS only. Questions are developed from the following sources:

- C-37/GV Air Operations Manual
- C-37/GV Operating Manual
- C-37/GV Performance Manual
- C-37/GV Quick Reference Handbook
- C-37/GV Weight and Balance Manual
- C-37/GV Ground Handling and Service Handbook
- C-37/GV Communications System Operators Handbook
- C-37/GV Cabin Crew Manual
- C-40 Airplane Flight Manual
- C-40 Flight Operations Manual
- C-40 Flight Planning and Performance Manual
- C-40 Quick Reference Handbook
- C-40 Communications System Operator's Manual
- C-40 Cabin Crew Quick Reference Handbook
- Flight Crew Information File (FCIF) Vol I, Parts B and C

Attachment 6 (Added)

MONTHLY REPORT COVER PAGE

65 AIRLIFT SQUADRON

MONTH OF JUNE 2003

(Date)

(Added). 1. Trends and Near Trends: ***See attachment*** (Attach Trend Analysis for the last 3 months)(Added). 2. SII Feedback Sheets: ***See attachments*** (Attach)(Added). 3. AF Forms 847 Submitted This Month: ***See attachments*** (Include Copies)

(Added). 4. Completed Flight Evaluations:

<u>Prefix</u>	<u>Type</u>	<u>Crew Pos</u>	<u>Phase</u>	<u>Month</u>	<u>Grade</u>	<u>Discrepancies</u>
<i>N/N</i>	<i>QUAL/MSN</i>	<i>IP</i>	<i>4</i>		<i>Q1</i>	<i>Q-Area 3. Takeoff</i>
<i>RQ</i>	<i>QUAL</i>	<i>SD</i>	<i>3</i>		<i>EQ</i>	<i>(Examinee's Name)</i>
<i>INIT</i>	<i>QUAL/INSTR</i>	<i>IK</i>	<i>2</i>		<i>Q2</i>	<i>U Area 4. Radio Transmission</i> (Q-, U & Area) (If EQ, Name)

(Added). 5. EPEs Administered:

<u>Type</u>	<u>Crew Pos</u>	<u>Grade</u>	<u>Discrepancies</u>
<i>SIM</i>	<i>IP</i>	<i>Q</i>	<i>None</i>

(Added). 6. Tests (Exams) Administered:

<u>Type</u>	<u>#Administered</u>	<u>#5th Mo</u>	<u>#6th Mo</u>	<u>Average Score</u>
<i>O/C</i>	<i>4</i>	<i>1</i>	<i>0</i>	<i>98%</i>
<i>Periodic</i>	<i>7</i>	<i>*</i>	<i>*</i>	<i>89%</i>
<i>Boldface</i>	<i>10</i>	<i>*</i>	<i>*</i>	<i>*</i>

(Added). 7. Go/No-Go Spot Checks: ***12 Jan, No Discrepancies*****22 Jan, 2 Crewmembers did not initial AF Form 329.**

(Added). 8. Letter of X's: (Attach most recent copy)

(Added). 9. FE Upgrades: ***2 Pilots, See attachments***. (Attach completed upgrade sheets)

(Added). 10. Response to Supplementary Evaluation Findings: (Attach)

(Added). 11. Semiannual Qualification Test Results: (N/A or C/W)

(Added). 12. Annual Aircrew Test Reviews/Rewrites: (N/A or C/W)(attach copies of new test for OGV)

(Added). 13. Aircrew FCIF Annual Review (Jan): (N/A or C/W)

(Added). 14. Special Projects: (description, status)

(CCV Signature)

(Added). *Example entries are shown in italics for clarification, use regular font for squadron's monthly report.*

* = Entry Not Required (Leave Blank)

RAYMOND G. TORRES, Colonel, USAF
Commander, 15th Airlift Wing